



Townsend Council Meeting Minutes February 7, 2018

7:00 pm – Public Hearing

- I. Call to Order: 7:00 pm
- II. Opening Ceremonies:
 - a. Roll Call: Mayor Rudy Sutton, CW Lorraine Gorman, CW Cindy Cook, CM Steve High, TA Fred Townsend, TC Cathy Beaver
 - b. Pledge of Allegiance: Pledge was said.
 - c. Recognition of Visitors: 15
- III. Discussion about Ordinance No. 17-05 – Rental Ordinance
 - a. Mayor Sutton said this public hearing is to discuss the prospective rental ordinance only. He asked residents to please stand and state their name before talking.
 - b. Marc Cohen, 716 Tracy Circle stated he doesn't ever plan on renting out his house in Town but used to have rentals in Maryland. He believes this entire ordinance is bad, it's a money grab; all kinds of fees and restrictions that a landlord may have no control over. It is ludicrous to place these restrictions on landlords, they have no control over what their renters may do inside of the home. When landlords rent their homes out, they do their due diligence, who is Council to tell them whom they can rent too?
 - c. CW Gorman said the registration fee is to ensure all rentals are registered. The inspection fee is only done between tenants.
 - d. Mr. Cohen said some landlords won't register and how will the Town know if a home is rented? With all the fees involved the Town is taking away the first month's rent from the landlord.
 - e. CW Gorman said the Town has to start somewhere and we hope everyone will be honest.
 - f. Mr. Cohen said he understands the intention is noble but the Town has no way to enforce the ordinance, think it is wrong, no reason for this; people are dishonest. Crazy to do this, bad legislation and not enforceable and too expensive.
 - g. TA Townsend reminded everyone that this is a public hearing to share your comments but it is not a question and answer session. Council is under no obligation to answer any questions here unless you wish too.
 - h. Quinn Johnson said CW Gorman did reach out to many of us and thanked her for working with the landlords and making some of the changes we discussed. It was said this ordinance came up for the health and safety of the residents; yet there are no complaints from the renters and don't know how many rentals are in Town. There is currently a state code that mandates what a landlord has to do and a process the renter can follow to make a remiss landlord fix any issues. NCC has a stronger rental code; already have 2 levels of legal actions to take care of any issues. Smyrna, Middletown, Newark and Delaware City all have rental ordinances but are all much bigger Towns. Don't see why we have to have this here when there have been no complaints. The fees will associate more money lost to the landlord; it is a noble cause of protecting the citizens of Townsend. However, it is leaving out the owner/occupied homes in Town that aren't within the codes and these residents aren't protected. In the state when dealing with regulations, we are trying to minimize and make what laws we have better and streamline the issues. Recommend Council look at this and see if it really is a necessity, find out how many rentals are in Town and what issues, if any and look at the owner-occupied homes that don't meet the codes. There are more issues with these homes than rentals.
 - i. Ms. Albert said the definitions of a dwelling unit are slightly different between this ordinance and the UDC. The state has recommended a number of times that everything be consistent. May want to check this. The UDC gives other information about definitions and what constitutes a dwelling.
 - j. Mr. Johnson asked what the next step will be with this ordinance.
 - k. CW Gorman stated Council will all study and evaluate the ordinance and it will be added to an agenda in the future for a vote.
- IV. Adjournment: 7:29 pm, CW Gorman motioned, CM High seconded with unanimous vote to adjourn.

7:30 pm – Council Meeting

I. Call to Order: 7:30 pm

II. Opening Ceremonies

- a. Roll Call: Mayor Rudy Sutton, CM Jermaine Hatton, CW Lorraine Gorman, CW Cindy Cook, CM Steve High, TA Fred Townsend, TM Dawson Green, TC Cathy Beaver
- b. Pledge of Allegiance: Pledge was said.
- c. Recognition of Visitors: 15
- d. Announcements:
 - Mayor Sutton thanked all the visitors for coming out tonight; always good to see the interest in the Town.
 - Town Hall closed Monday, February 19, 2018 for Presidents Day

III. Additions/Deletions to Published Agenda:

- a. CM High deleted 6a and d, they aren't here.
- b. CW Gorman motioned, CM High seconded with unanimous vote to accept the agenda with the two deletions.

IV. Council Minutes

- a. Approval of 1/24/18 Council minutes
 - CM Hatton motioned, CW Gorman seconded with unanimous vote to approve the minutes as written.

V. Mayors Report

- a. Mayor Sutton said he attended the fire company annual banquet and presented them with a check for \$33,750.00 from the Town. They were happy to receive it.
- b. Mayor Sutton stated the Townsend zip code is one of the largest in the state and our post office is very small and outdated; outgrew it years ago. Had some discussions with some of our legislators to see if something could be done about this. I contacted Senator Coons who is researching the issue and will do some research on this issue and get back to me with some suggestions. It will be a long process but put the bug in some ears to get something done in the future.
- c. Discussion/possible vote to approve Council attending the DLLG Congressional visit to Washington DC on March 14, 2018
 - Mayor Sutton asked for a motion for the Town to pay for Council to attend the annual congressional visit to Washington DC.
 - CM Hatton motioned, CW Gorman seconded with unanimous vote to pay for the trip.

VI. Reports

- a. State Police: Lt. Anthony Hudak – not here
- b. Representative Jeff Spiegelman
 - Wished all Happy New Year and apologized for missing the last few meetings. Rep. Spiegelman added he is the proud father of a beautiful baby girl; Eliana.
 - He said he is a bit nervous as Rep. Johnson is at the meeting tonight and he is the chairman of the bond issues. MSA in theory is very low on the cut list when negotiations begin. There is a lot ahead of us on cuts that may affect the Town. Same game is played every year. The good news is the state employees will be getting a raise this year.
- c. Town Attorney Fred Townsend III:
 - At the last meeting I was asked for any updates on the litigation with Grassbusters. Our new trial date has been scheduled for 2019. This doesn't mean there won't be any action before then, but that is the new court time. When our judge retired we back to the bottom of the docket.
 - Discovery is under way in the Suppi litigation case.
 - Ms. Albert asked what happened with the Suppi property penalty discussion. Haven't heard anything about it for a long time.
 - TA Townsend said he has a vague recollection about this subject.
 - Ms. Albert reminded TA Townsend that it is the property on Cannery Lane that Suppi wanted to purchase and when they found they couldn't do all the things they wanted, they did it anyway and we were sending them letters.
 - TA Townsend said he will have to look into it and Ms. Albert asked if anyone else can comment on this.

- Mayor Sutton asked TM Green if he has an update.
 - TM Green said it was left in TA Townsend's hands at that point.
 - Ms. Albert commented that it really just got dropped. She added she knows it was an active interest on this side for a while and seemed to fizzle.
 - TA Townsend said he doesn't know about that, he will look into it. He added that he wants to schedule a tele-conference or meeting to talk about the Planning Commission.
 - TM Green said Linda called and said she will be available next month for a meeting.
 - Ms. Albert stated she doesn't believe we should discuss this at this Town meeting. I'm not the President or chair of the Planning Commission.
- d. Town Engineer Aquilino Andres Jr. - not here
- e. Town Manager Dawson Green:
- Hoped to have a cost analysis to run the natural gas line to the Town Hall and down Main Street. The representative from Chesapeake Utilities got delayed and hopes to have it by the end of March.
 - A few meetings ago I was asked to review the Planning Commission documents and make a recommendation for a zoning application fee and I feel \$350.00 is a good fee.
 - CM High asked how TM Green arrived at this figure.
 - TM Green said there are things involved; we have to advertise, send out letters...
 - CM High asked TM Green to provide a breakdown for this fee and TM Green said he will.
 - The DNREC application to spray mosquitos in Town will be mailed back next week.
 - Mr. Mueller said for several weeks he has seen tall signs covered with trash bags on Main Street and asked what they are for.
 - TM Green said he has seen Verizon in Town and another company.
 - Mr. Mueller said he has never seen signs covered, that is the point.
 - CW Gorman asked Mr. Haines if he knows what the signs are for.
 - Mr. Haines said he doesn't know but construction companies will put signs up and cover them prior to doing a project.
 - CM High said they probably covered the sign because of the weather.
 - CW Cook said George knows what the signs are for, asked TM Green to check with him.

VII. Committee Reports

a. Finance: CM Jermaine Hatton

- Would like to report on some economic development. Met with a representative from Verizon to see about bringing 5G to Townsend. Will meet again within 10 days to look at the options they could bring to Town. Verizon is looking for a municipality that really wants to do this and they have been looking for a more populated Town but may use Townsend as a pilot for the program.
- CM High asked what the financial impact would be for Townsend if they do use us for the pilot program. Will there be money coming in or going out?
- CM Hatton said that is some of the concerns right now because if they come here they will pay for all the infrastructure. If they use the DelDot right away poles, we will need to get some revenue for it. State congress passed a law last year to allow them to use the poles in the DelDot right away.
- CW Gorman asked if they already have facilities on the poles.
- CM Hatton said it is totally different, what is on the poles not has nothing to do with 5G or small cell. This is a new application and would involve putting additional things on the ground. To do it along Main Street would be an eyesore. They have a tech center they have invited me to so I can see the different applications they could do in Townsend.
- CW Cook asked what the cost would be to the residents.
- CM Hatton said there would be no cost to the residents; basically, it will take it from a 4G service provider to 5G which will give everyone a better signal and better service.
- CM High said he knows this is in the initial stages but will there be any service disruption to the Town, traffic flow, etc.

- CM Hatton said they haven't gotten there yet. Verizon really wants to go to Wilmington or a more densely populated city but with us still a rural area, we would need some infrastructure and that is the angle we are pushing.
 - CW Gorman stated there are still 2 questions to be answered from the November reports and asked CM Hatton when he would have those answers.
 - CM Hatton said he hopes to have them by the end of the week; has to get hold of Edmunds to get the final answer.
 - CW Gorman asked about the Aflac and vision care.
 - CM Hatton stated both are just a pass through. Employees pay 100% for both and it is deducted from their pay.
 - CW Gorman said the PNC bill still has several receipts missing from your National League of Cities trip which we need. We are getting late charges on this bill and additional interest. We need the receipts and will you talk to PNC about the late charges.
 - CM Hatton said yes.
 - Mayor Sutton asked CM Hatton when he will report on this trip as we told the residents would be done.
 - CM Hatton agreed to do a report at the next meeting.
 - Ms. Albert understood that starting January 2018 there would be monthly finance reports at the meetings prepared by Dawn and asked when we would start receiving them. She added that the packet of questions she gave Council in July had a question about the excessive amount of money on the books that Debbie recommended Council decide how they wanted it written off or charged off. At that time CM Hatton explained to me that the excessive fees were excessive penalties from the past but never explained how it was handled in the books. Was it part of an audit and which audit is it showing?
 - CM Hatton said it is in every audit we have because the Town has been dragging around bad debt; right now, we have 28 or 29 homeowners who haven't paid their trash and we have liens on those properties. Some of it has been paid as the properties were sold. We have been dragging some of this debt around since before I got here and we are still dragging around.
 - Ms. Albert said she should have brought her paperwork because she doesn't believe this is showing in the audits.
 - CM Hatton said it does show in the audits and that is where we have some of the disconnect because some of the bad debt has been there for years.
 - Ms. Albert asked if some of the bad debt includes back taxes that were posted incorrectly.
 - CM Hatton said some of the debt was posted in our old system – Quickbooks and some of the information was backdated going in. Some of the backdated showed up in our new system and has been cleaned up.
 - Ms. Albert said – most of it showed up but we can't guarantee it was all put in the new system.
 - CM Hatton stated he can't guarantee what happened 6-8 years ago prior to him coming on Council.
 - Ms. Albert asked how we can guarantee there isn't any missing money.
 - CM Hatton said he can't guarantee all that. Prior to him coming on Council the system was horrible.
 - Ms. Albert stated monthly reports would make it much easier for the public to keep a handle on what is going on and it is the Town's money. Understand in the past there were some deals made on back taxes and trash and that should also be recorded and disclosed to the Towns residents along with how money is being recorded and allocated, should have a record of it showing how Council came to the decision they did. She said she will check her notes. She also suggested it would be nice if the residents could get a copy of the budget prior to Debbie coming to do the audit report so they can study it and have questions lined up for Debbie when she gives the audit report.
 - CM Hatton stated the budget is effective July 1st yearly and we have budget meetings starting in April or May to get a working budget and approve it prior to the new fiscal year.
- b. Public Works: Mayor Rudy Sutton
- Discussion of Street Light fees

- I. Everyone knows this discussion has been going on for a long time but there was some confusion on the fees being billed this month and the process. Asked TM Green to explain the process for billing the streetlight bills.
- II. TM Green stated that only the areas of Town that we maintain the roads will receive the \$13.00 fee for the streetlights to start. This includes Old Town, Townsend Station and Phase I and II in Townsend Village. All the other areas still belonging to the developer and HOA's will not receive the streetlight bill from the Town until the area is turned over to the Town.
- III. Mayor Sutton said there was some dialogue about the process because when Council approved the process we came up with the flat fee of \$13.00 divided amongst all residents. However, we will only be billing the residents in the parts of Town that the Town maintains at this to start. As new areas are turned over to the Town, those residents will start being billed.
- IV. CW Gorman stated she understood everyone in Town was going to be billed \$13.00 across the board when we started the billing process. She added she talked to Tom Cahill last year and he specifically told her the developer – not the HOA – paid the light bills, until the streets were turned over to the Town. In a recent conversation with Tom Cahill he stated the HOA did pay the streetlights last year. He stated things change all the time. CW Gorman asked him when he would be holding HOA meetings this year and he assured her it would be before the bills are mailed out this year. So, the streetlights for last year (2017) have been paid by HOA dues. Starting this year, for any streets that have been paved but not turned over to the Town, the streetlights can be turned over to the Town if Council decides to do it that way. Do not believe it is fair to bill certain people; everyone should be billed at the same time. If the roads aren't turned over, next year we may have a surplus from streetlights that could possibly be used on road work that needs done. Feel we need to stick to our original plan which was to bill everyone across the board for streetlights, not some people now and others later. We never discussed billing only certain people.
- V. Mr. Mueller talked to Shaun at BC Communities who said they are waiting for the Town to decide what they are going to do about the streetlights. Apparently, the Town hasn't billed for them yet but obviously has the money to pay the lights.
- VI. Mayor Sutton said we didn't bill for the lights in February; wanted to clear up the misunderstandings first and see how the process will work so everyone is on the same page.
- VII. TM Green said he spoke to Rob Allen who said the HOA has been paying for the streetlights; yet if the Town wants to accept the lights in the developments now it won't be a problem. If the Town takes the lights, the residents should see a drop in their dues.
- VIII. CW Gorman said the Town won't accept the streets but could consider taking over the streetlights. When we get our HOA bills they are itemized.
- IX. CW Cook said this was discussed for months; we received a lot of feedback from the community and Council finally made a decision. Then, 2 days before the bill was to go out, we got an email and everything was changed. That was very frustrating for me; the approach shared in the email was new to me. I never heard in any discussion with Council that only some people would be billed. I attended all the meetings and it was established that all residents would be billed a flat fee of \$13.00 when we started billing for the lights. I never heard anything about the procedure approached in the email and this isn't what Council voted to do. I'm very confused how this happened and again, it is very frustrating; it looks like Council doesn't know what we are doing.
- X. Mayor Sutton said there were pieces of the puzzle that were left out and that was the actual billing process itself; were we billing everyone across the board or phasing people in. I do not remember having that discussion at any time. To speak on TM Green's point, you can't bill a resident twice. We need to look into the Town possibly taking on the development lights. The residents are paying for lights

regardless, either through the Town or their HOA fees. It would make more sense for the Town to take over the lights and we bill everyone.

- XI.** CW Gorman stated Council would have time to discuss this with BC Communities to clarify and ensure the residents won't pay for the lights in the HOA fees if we take over the lights. The Town gets a better rate on lights too.
- XII.** Mayor Sutton asked TM Green if BC Communities would be the first one he needs to talk to about turning the lights in the developments over to the Town.
- XIII.** TM Green said he would need to meet with BC Communities, Rob Allen and Delmarva to get all the lights switched over to the Town.
- XIV.** CM High suggested two things: 1 – what rate is BC Communities or the HOA paying and is their fee congruent with what the Town pays and the \$13.00 we are going to charge the residents. We have the opportunity to collect real data and suggest we do this.
- XV.** CW Cook and CM Hatton stated this was done early in the discussions. CM Hatton stated they all pay a higher rate than the Town does and the \$13.00 fee is based on the rate the Town pays, not what the HOA pays.
- XVI.** CM High said number 2 is why would we take over the streetlight fees from the HOA when all the residents are still paying for the lights. It doesn't make any difference how it is getting paid as long as it is paid. Don't feel we need to complicate this anymore than it is.
- XVII.** CW Gorman stated Council voted to bill all residents across the board the flat fee of \$13.00. If you look at all the previous minutes, it was never mentioned that residents would be phased in.
- XVIII.** CM High interrupted and said Council didn't have all the information at the time which is, the roads that aren't turned over to the Town – the streetlights are being paid for so the assumption would be; since the roads don't belong to the Town the streetlights will be paid until they are turned over. The only important thing here is that the lights are all paid.
- XIX.** Mayor Sutton said the way the numbers were broke down; even if the streets that aren't turned over to the Town, the \$13.00 flat fee will compensate and pay the bill. Agree we don't need to complicate the process any more than it is. It was the shock of the email and the timing that instigated this discussion. We needed to ensure that we are doing the right thing and all residents are paying for the streetlights.
- XX.** CM High stated he believes we have established that everyone is paying for lights.
- XXI.** CM Hatton said no, Townsend Station and Old Town aren't paying anything. If the bills had gone out last week as TM Green wanted; Townsend Station, Old Town and Phases I and II in Townsend Village would have been sending in money to cover their streetlights. That's what would have happened.
- XXII.** TM Green said that is what Rob Allen thought was going to happen.
- XXIII.** CW Gorman asked who told Rob that? Every meeting we have ever had it has been \$13.00 across the board to all residents. HOA was never mentioned.
- XXIV.** CW Cook said the problem, and the reason we are having this discussion is because after months of discussions and public input, none of this was ever mentioned and 2 days before the first billing we receive an email stating "Oh, this is the way we are doing it".
- XXV.** CW Gorman asked who made the decision without getting Council's concurrence?
- XXVI.** CM Hatton said it wasn't a decision that was made, it was a matter of covering the bills that we receive.
- XXVII.** CW Gorman stated this was never mentioned as the way it would be done.
- XXVIII.** CM Hatton said it may not have been mentioned but if you would assume based on how we were billing, this is the way it would be done. We can't bill someone for something that we aren't being billed on.
- XXIX.** CW Cook said no one is asking you too. I'm frustrated with the way this was handled; 2 days before the bills are to go out we were told how it is being done and we did not know this. We were told in meetings that the process would be every homeowner would receive a bill. Whether you agreed with that determination, that is

the decision that Council voted on and approved. Then again, 2 days before the billing we are told we aren't doing it that way, this is how we are really doing it. It makes sense, but the last minute of shock and awe – Council and the Towns People need to know what is going on.

- XXX.** CM High said a further explanation of the email should have been discussed early on.
- XXXI.** CW Cook said yes. In all the later discussions TM Green kept saying he was working with Edmunds on the bill, he never said a thing about the process. I believe we were wise to stop the billing because the right hand didn't know what the left hand was doing.
- XXXII.** CM High clarified that the end result is the streetlights are paid and the residents are going to pay for them whether through the Town or the HOA.
- XXXIII.** Mr. Mueller stated he has been at almost all the meetings and CM Hatton has always said the bill would be based on the number of bills.
- XXXIV.** Mayor Sutton stated we wanted everyone to understand the process and be clear that we are doing the right thing and all residents are paying streetlight bills because of the nature of this subject.
- XXXV.** Mr. Mueller asked if the residents will be back billed for January and February.
- XXXVI.** Mayor Sutton said no, the Town absorbed those bills. The new bill with the streetlights added will go out in March.
- Discussion/possible vote to remove remote monitoring at Town Hall
 - I.** Mayor Sutton explained that when the security system was installed prior to moving into the Town Hall, we have remote access to monitor the Town Hall cameras internally and externally 24/7 while off and on the premises. Mayor Sutton said he believes there are some members of Council who has this access as well as TM Green. He said he wants to be clear and asked who has access to remote access.
 - II.** CW Gorman said she does not have it.
 - III.** CW Cook said she does not have it.
 - IV.** Mayor Sutton said he does not have the access.
 - V.** TM Green said he doesn't have it.
 - VI.** CM Hatton said he doesn't have it.
 - VII.** CM High said he doesn't have it but believes he should have it.
 - VIII.** Mayor Sutton said Anaconda told him they set some phones up for remote access when they set the system up.
 - IX.** CM Hatton said he had it when he was Mayor but doesn't have it now.
 - X.** TM Green stated that was initially but to his knowledge, no one has it. I don't even have it.
 - XI.** CM High said he may have the set up to do it but has never activated it because it is a little challenging and I didn't know I have it. He added he may have it because of Public Safety but never activated it and he doesn't have it.
 - XII.** Mayor Sutton asked Council if they feel there is a need to have this.
 - XIII.** CW Cook and CW Gorman both said no.
 - XIV.** CM High said he feels they should all have it, it's transparency. I may be down for a week or month and could take a look. Do we have access to it if we want the tape for a certain date that could be pulled from here? CM Hatton said yes.
 - XV.** Ms. Albert asked if it is legal?
 - XVI.** Mayor Sutton said we have employees that work in the building and for privacy purposes, he doesn't have a good feeling about anyone being able to look in at the employees during the day.
 - XVII.** CM Hatton stated none of the cameras are pointed at the employees.
 - XVIII.** Mayor Sutton said they are angled to pick up the areas except for upstairs. Only the hallway upstairs has a camera.
 - XIX.** CM High asked if the system is hardened, meaning if there is a fire do we have the capability to pull the tapes or discs and will they withstand a fire.
 - XX.** TM Green said the way it was set up and explained to him, yes.
 - XXI.** CM Hatton said it is in the cloud.

- XXII.** Mayor Sutton said it appears CM High feels we need the remote access and asked the rest of Council how they feel about this.
- XXIII.** CW Gorman stated why would we need remote access when everything is here in the cloud. If an alarm goes off TM Green is automatically called.
- XXIV.** TM Green said that is different.
- XXV.** CW Gorman said, yes, it is different, but why else would you want remote access unless an alarm went off.
- XXVI.** TM Green said he gets the phone calls, he doesn't have it.
- XXVII.** Mayor Sutton asked CM Hatton for his feelings on this subject.
- XXVIII.** CM Hatton said it doesn't matter to him either way. He added if anyone has access to it, it should be CM High for Public Safety.
- XXIX.** CM High commented that Council knows how little he is on his email and would probably look at remote access even less.
- XXX.** CM Hatton said if an alarm goes off in the middle of the night it would always be good if CM High could check and see what is going on.
- XXXI.** CM High agreed and said he is good either way. He only wants to be able to retrieve the tape if needed from whatever source.
- XXXII.** Mayor Sutton said we have that capability.
- XXXIII.** CW Cook stated she believes we should remove remote access. We have access through the cloud.
- XXXIV.** CM High said before we remove it, cost wise is this part of the package and what will it cost to remove it. Is there a way to not have real time but if I decided I needed to look at something on a certain day, could I do that without jumping through all kinds of hoops and whistles to get the tape?
- XXXV.** CM Hatton stated there would be a fee involved and need to make sure there is no cost associated with pulling something to review.
- XXXVI.** TM Green said as the chair of public safety CM High could have access to anything he needs.
- XXXVII.** CM High said he is good either way.
- XXXVIII.** CW Gorman asked if it is possible we are paying extra for remote access and no one has it?
- XXXIX.** TM Green said it isn't remote access; when they were here setting it (the system) up, they were saying, hey here's an app. It's an app on your phone for remote access.
- XL.** CW Gorman said there should be no additional fees then.
- XLI.** CM Hatton asked TM Green to ensure there is no cost involved.
- XLII.** Mayor Sutton said we will check to see if a cost is involved but it isn't something I feel we should have and if a cost is involved, it is well worth paying.
- XLIII.** CW Cook asked Mayor Sutton if when he contacted Anaconda they told him we have remote access and Mayor Sutton said yes.
- XLIV.** CW Cook added they said remote access was set up on a few phones, but we want it disabled, not available on any phone. There should not be a fee associated with this but if there is, we need to pay it.
- XLV.** Mayor Sutton agreed and asked for a motion.
- XLVI.** CW Gorman motioned to remove remote monitoring at the Town Hall from our cameras, CW Cook seconded the motion.
- XLVII.** Vote – CW Gorman and CW Cook – aye.
- XLVIII.** There was no discussion. Mayor Sutton asked CM Hatton and CM High if they were abstaining from the vote; CM High said yes, CM Hatton said yes, Mayor Sutton broke the tie and voted aye – motion carries.
- c. Land Use & Development: CM Jermaine Hatton & CW Lorraine Gorman – nothing to report.
- d. Veterans Committee: CM Steve High & CW Cindy Cook
- CM High said he is waiting for warmer weather to get planning coordination with the church.
 - CM High said the chili cookoff went well, 12 different chili's and all very different. A lot of vets were there.
- e. Public Safety: CM Steve High

- There is a lot of water out there and it has dropped below freezing, be careful driving in the morning.
- CW Cook said there was a break in several doors from CM High's house; the vacant home that was finally purchased and someone broke in and stole all the tools they were using to fix the home up. They posted it on our TV facebook page asking if anyone saw anything.
- CM High said he knew nothing about it.
- CW Cook asked if there has been any difference in the speeding in Town with the increase of police patrols.
- CM High said he hasn't seen any bills yet, only had them increase the bare minimum to 10 hours a week.

f. Community Relations: CW Cindy Cook

- Flagpole lights for Town Hall and park flags – still researching.
- April – Autism Awareness Month – Paint the Town Blue
 - I. Received the proposal for the softball tourney fundraiser. The Town is hosting this game at our park. This is a senior project. Have the outline that was presented to the teachers and administration as follows:
 - II. Townsend Autism-ness Softball Tourney – 4/21/18 – 8:00 am – 8:00 pm, rain date: 4/28/18
 - III. \$80.00 registration fee per team, 100% goes to Autism Speaks.
 - IV. 8-11 members per team and each participant will hopefully receive an autism speaks T-shirt.
 - V. Also encouraging all teams to get sponsors to raise more money for Autism Speaks.
 - VI. Food Vendors, baked goods will hopefully be for sale.
 - VII. Hope to get Council and employees to form a team. The communities and local churches could also form teams.
 - VIII. The Town will donate trophies for the team that raises the most money and the 1st, 2nd and 3rd place winners.
 - IX. Lots of fun, great community event. Children with autism struggle around crowds so may not be a lot at the event.
 - X. Look for more information on our website and facebook page.
 - XI. Plan on decorating the Town blue and encourage people to put up blue lights. They sell the bulbs as a fundraiser and hope to get some here to sell to residents.
 - XII. Official Autism Awareness Day is Saturday, April 7th.
 - XIII. Ms. Albert asked about the community yard sale.
 - XIV. CW Cook said it will be on the next agenda. The first year went really well, the next year there was little participation. Don't mind advertising, wish more would participate.

g. Parks & Recreation: CW Lorraine Gorman

- Easter Egg Hunt – 3/18/18
 - I. Hotdogs, cupcakes, toys for the kids
- 3 Movies under the Stars – 6/8/18, 7/13/18, 8/10/18 – second Friday each month
- Annual Town Parade & Fair – 9/22/18
- Christmas Caroling in the Park – 12/9/18

VIII. Citizens Comments & Participation: none

IX. Motion to Recess for Executive Session: 8:45 pm, CM Hatton motioned, CM High seconded with unanimous vote.

X. Motion to Convene Executive Session:

- a. In accordance to 29 Del. C. §10004 (b) (9) the Town Council will be meeting in executive session to discuss personnel matters

XI. Motion to close Executive Session & Re-Convene Council Meeting

XII. Adjournment:

